

**Minutes of the Meeting
BARABOO PUBLIC LIBRARY BOARD OF TRUSTEES**

Date and Time: Tuesday, October 15, 2019- 5:30pm

Location: Lower Level Meeting Room, Baraboo Public Library 230 4th Ave. Baraboo, WI 53913

Members Present: J. Ellington (absent-excused), F. Hartmann, A. Kujawa, B. Persche, P. Roland, L. Steffes, B. Stelling (5:34pm), M. Yates-Wickus, P. Zolper

Others Present: Jessica Bergin

I. Call to order (5:32pm)--B. Persche

- A. Note compliance with Open Meeting Law
- B. Roll call
- C. Approval of the 9-17-19 Library Board meeting minutes A. Kujawa makes a motion to approve, second F. Hartmann. Approved unanimously.
- D. Approval of the Agenda L. Steffes makes a motion to approve, second P. Zolper. Approved unanimously.

II. Public Hearings/Appearances (MOVED TO AFTER ITEM III)

- A. Laura Stanek- Third Oak Investment Services- 3rd Quarter update
(Laura did not appear.)

III. Action items

- A. Discussion and action on recommendation from Finance Committee on \$2.5mil donation Fund Agreement with Greater Sauk County Community Foundation –F. Hartmann
 - a. City voted unanimously to change name of library in exchange for \$2.5 million from an anonymous donor. Donor expressed their wish that GSCCF be used as the custodian of the gift. F. Hartmann drafted agreement between the two parties (copy in packet p. 8). It was reviewed and approved by the City Attorney. The Finance Committee met and reviewed the agreement and voted unanimously to bring the agreement to the Library Board of Trustees. Motion to approve agreement between donor (See finance committee notes) F.Hartmann, second P. Zolper. Discussion. Role Call unanimously agreed to pass on agreement to the Greater Sauk County Community Foundation.
 - b. F. Hartmann continued with the report from the Finance Committee.
 - i. The committee believes it is premature to estimate how much revenue to provide before project goes out to bid.
 - ii. The committee suggests no fundraising
 - iii. More details are requested about the CDGB grant. This will be added to the agenda for the next meeting.**Get more details on CDGB grant. Jessica will put the issue on the next agenda and ask Pat Cannon, Ed Geick, and Carter Ardnt to discuss CDGB if appropriate. Gather information so we can make an informed decision.

- B. Bills: F. Hartmann, Examiner--Motion made that we pay bills F. Hartmann, P. Roland second, motion

passes unanimously.

IV. Information items

A. Teen Advisory Board report (no report this month)

B. Financial Reports

- a. Revenue and donations report (p.10-11)
- b. General Fund Income Statement with Comparison to Budget report (12-
- c. Trust Fund report
- d. LPL Brokerage Funds report (Laura Stanek did not appear) p.6, p.20

Motion to accept financial reports made by P. Zolper, M. Yates-Wickus second, motion passed unanimously.

C. Staff reports

- a. Adult Services Report (in written report)
- b. Youth Services Report (Carey Kipp)
- c. Director's Report (Jessica Bergin)
 - i. Updates on Con Amici fundraiser
 - ii. Jessica will schedule Personnel Committee meeting to schedule staff appreciation event.
 - iii. Jessica will schedule Policy Committee meeting to address child safety policy.
 - iv. New hours Oct. 28th
 - v. Report on upcoming staff continuing education
 - vi. Report of ITEM challenge form and response. It is possible for the patron to appeal.
 - vii. Update on new city administrator
 - viii. Sept 18th, 2020 Library 125 anniversary. Quick discussion on possible fundraising/celebration ideas.
 - ix. Update on Boo U librarian
 - x. Update on Ringling Mansion parking lot situation
 - xi. Report on Carter Arndt discussion about moving project date up. After discussing pros and cons, his suggestion is to follow the original timeline. This was Ed Geick's suggestion as well.

D. Statistics (discussion)

E. Friends report – P. Zolper

- a. Friends paraphernalia discussion—no action due to environmental concerns/economic concerns—instead events.
- b. 11th annual turkey bingo plan

F. Correspondence

VI. Adjourn (6:53) B. Stelling motion, F. Hartmann second. Motion passes unanimously.